



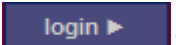
# **User Manual**


## testTrax Log-in Page


To access the testTrax website, type [www.edutrax.us/tt-login.asp](http://www.edutrax.us/tt-login.asp) into the address line of your browser.

This will bring you to the log-in page for testTrax standardized test analysis website.

To log-in to your school system's testTrax data base, you will enter your state abbreviation, your 3 digit district code, and your testTrax User ID and Password.

Click .

Click here to have the computer remember your user information 

Resets the screen back to blank 

## Welcome Screen - TestTrax Explorer

Once you have successfully logged-in to the [testTrax](#) website, the welcome screen will appear. You will notice that there are several choices available with which to begin working.

Let's begin with the [testTrax](#) explorer tool. Click on the explorer navigation link (or the explorer navigation button).

The screenshot displays the TestTrax Explorer welcome screen. At the top, a navigation bar contains buttons for [explorer](#), [tools](#), [setup](#), [help](#), [support](#), and [logout](#). An arrow labeled "Navigation buttons" points to this bar. The main content area is titled "WELCOME" and includes a "welcome to testTrax..." section showing login details: "Logged in as: Training1", "Authority level: Classroom Teacher", and "Last login: 10/3/2005 8:53:12 PM". Below this is a "please select from the following..." section with links to [testTrax explorer](#), [testTrax data tools](#), [testTrax setup](#), [testTrax help](#), [testTrax support](#), and [logout](#). An arrow labeled "Navigation links" points to this list. To the right, a "notes for Coastal County Schools Users..." section provides a welcome message. Below it, a "currently in your database..." section shows "Standardized tests: 6" and "Student alignment versions: 5". An arrow labeled "Available test data for your school system" points to this section. A "quick switch..." section at the bottom right states "You have no other registered eduTrax products available at this time." The footer contains links for "website rules and regulations", "trademarks", "privacy statement", and "about eduTrax".

Navigation buttons

testTrax  
standardized test analysis

Coastal County Schools -- Training1  
**WELCOME**

welcome to testTrax...  
Logged in as: Training1  
Authority level: Classroom Teacher  
Last login: 10/3/2005 8:53:12 PM

please select from the following...

- [testTrax explorer](#)  
navigate within the database by school year, grade level, test, and name.
- [testTrax data tools](#)  
perform data analysis tasks and create custom reports over your database.
- [testTrax setup](#)  
specify system and test-level defaults used by the program, and maintain authorized user accounts.
- [testTrax help](#)  
find online resources available when you have a question or problem.
- [testTrax support](#)  
how to contact our technical and support staff when you need additional assistance.
- [logout](#)  
log out of the database and return to the testTrax home page.

notes for Coastal County Schools Users...  
Welcome to TestTrax. We hope you find the software easy to use and that it will provide the necessary information for you to make informed decisions. Please let us know if you have any suggestions for further improvements. Thanks! EduTrax, Inc.

currently in your database...  
Standardized tests: 6  
Student alignment versions: 5

quick switch...  
You have no other registered eduTrax products available at this time.

Notice your login information displayed here

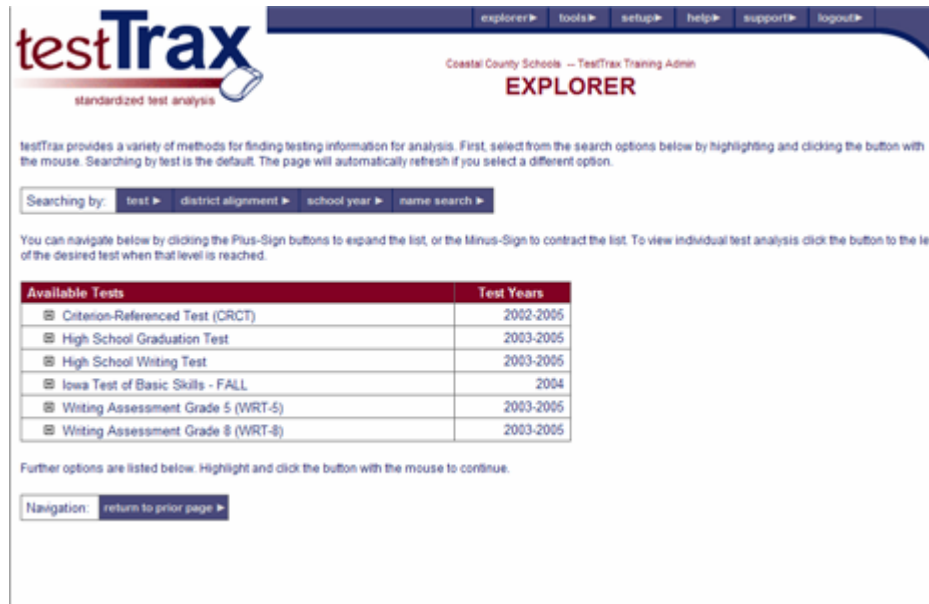
Navigation links

Available test data for your school system

website rules and regulations | trademarks | privacy statement | about eduTrax

## Explorer Page

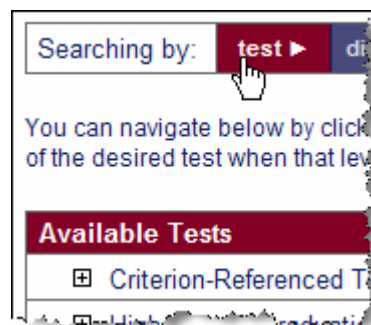
You are now at the Explorer screen. Notice the list of available tests. The default search is by test.



Click on the plus sign to the left of the test name you would like to view.

Available Tests	Test Years
<input checked="" type="checkbox"/> Criterion-Referenced Test (CRCT)	2002-2005
<input checked="" type="checkbox"/> High School Graduation Test	2003-2005
<input type="checkbox"/> High School Writing Test	2003-2005

Notice the test tab color has turned the same color as the *Available Tests* heading. This indicates the area in which you are currently working.



Notice the Test Years

Available Tests	Test Years
<input type="checkbox"/> Criterion-Referenced Test (CRCT)	2002-2005
<input type="checkbox"/> High School Graduation Test	2003-2005
<input type="checkbox"/> High School Writing Test	2003-2005
<input type="checkbox"/> Iowa Test of Basic Skills - FALL	2004
<input type="checkbox"/> Writing Assessment Grade 5 (WRT-5)	2003-2005
<input type="checkbox"/> Writing Assessment Grade 8 (WRT-8)	2003-2005

This indicates all test data from past years to current that are available for access.

You can click on the plus sign to navigate to the *District grade-level profiles* and/or *Division* profiles.

CRCT >> Coastal County Schools	
<input type="checkbox"/>	District Grade-Level Profiles
<input type="checkbox"/>	Divisions

- Select *District grade-level profiles* to view data by specific grade for all students.
- Select *Divisions* to view testing data for a specific grade level. This will include teacher and class data as well as data for each individual student.

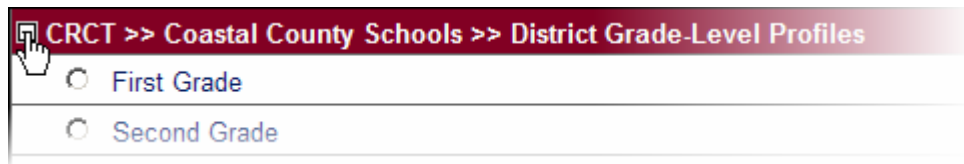
Note: At the bottom of the screen there are options available for ease in navigating through the program.

Navigation: [return to prior page ►](#)

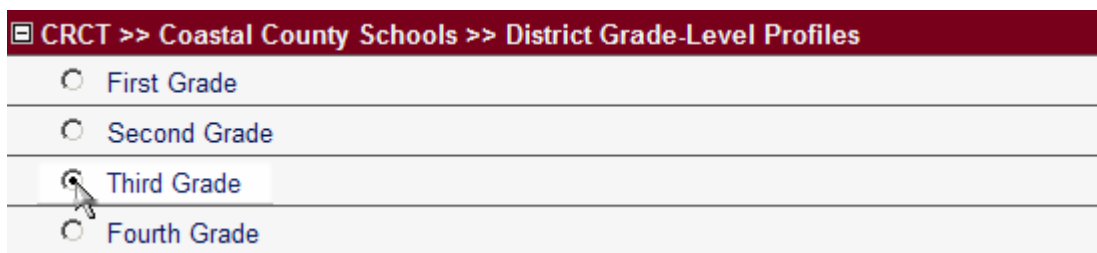
Clicking on the plus sign beside *District Grade-Level Profiles* will take you to a screen displaying each grade level associated with the test you chose.

CRCT >> Coastal County Schools >> District Grade-Level Profiles	
<input checked="" type="radio"/>	First Grade
<input type="radio"/>	Second Grade
<input type="radio"/>	Third Grade
<input type="radio"/>	Fourth Grade
<input type="radio"/>	Fifth Grade
<input type="radio"/>	Sixth Grade
<input type="radio"/>	Seventh Grade
<input type="radio"/>	Eighth Grade

Note: Clicking on the minus sign beside CRCT >> Coastal... will take you back to the previous screen.



Click on the radio button to the left of Third Grade to view detailed data for that testing grade level.



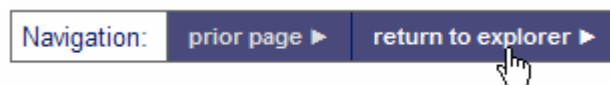
This action takes you to the testing summary page.

## Testing Summary Page

The testing summary page provides general summary information about each test administered at the indicated grade level. Click the radio button to the left of any test to see its detailed data.

Note: In the above instructions we chose CRCT, third grade. Therefore, the summary information is based on that particular choice. You will find that the summary data will vary depending on the specific test selected and the type of data available for that test.

Note: If you would like to go back to the screen where you chose the test type, click the *return to explorer* button as shown below.



Let's look a little deeper at the testing data available under the CRCT Third Grade District Grade Level Profiles and how it can be utilized. Click on the school year 2004-05.

Selected District Information					Sort this List		
Index:	Spring 2005				Up	Column	Dn
District:	Coastal County Schools				<input type="radio"/>	School Year	<input checked="" type="radio"/>
Grade Level:	Third				<input type="radio"/>	Test	<input type="radio"/>

Sel	Sch Year	Test	Date	Loc-Gr	Summary Information		
	2004-05	CRCT	04-01-05	-----	SCORE Reading: 338 Science: 314	SCORE Lang Arts: 324 Soc Stud: 323	SCORE Math: 325
<input type="radio"/>	2003-04	CRCT	03-20-04	-----	SCORE Reading: 334 Science: 314	SCORE Lang Arts: 327 Soc Stud: 322	SCORE Math: 324
<input type="radio"/>	2001-02	CRCT	03-20-02	-----	SCORE Reading: 332 Science: 315	SCORE Lang Arts: 328 Soc Stud: 320	SCORE Math: 322

Navigation:	<a href="#">prior page ►</a>	<a href="#">return to explorer ►</a>
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## Testing Detail Page

You will now find more detailed information about the test. In a quick overview, you can see the test name, test year, the date it was administered, the grade level, but even more important, focus on the quick data overview in the image below.

Selected Test Information		Selected District Information	
Name:	Criterion-Referenced Test (CRCT)	Index:	Spring 2005
Publisher:	Copyright State of Georgia	District:	Coastal County Schools
Test Year:	2004-05	Grade Level:	Third
Administration:	04-01-2005 Spring		
Loc-Grade:	NA		

Sel	CRCT Content Area	Students	Avg Sco	Pct Lvl-1	Pct Lvl-2	Pct Lvl-3
<input type="radio"/>	Reading Total	844	338	11.1	50.2	38.6
<input type="radio"/>	Language Total	842	324	18.4	64.0	17.6
<input type="radio"/>	Math Total	843	325	15.8	68.0	16.3
<input type="radio"/>	Science Total	843	314	24.8	69.6	5.6
<input type="radio"/>	Social Studies Total	843	323	13.5	75.2	11.3

Reporting:	<a href="#">print listing ►</a>	<a href="#">download this data ►</a>
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Navigation:	<a href="#">prior page ►</a>	<a href="#">summary ►</a>	<a href="#">return to explorer ►</a>
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For each subject tested, you can see the number of students in the district that took the test, the average score, what percentage of students did not meet expectations, percent that met expectations, and the percent that exceeded expectations.

Notice the color ranges in the Pct Lvl-1. Red would indicate a larger number of students that did not meet expectations.

Data Column Descriptions	Benchmarks
CRCT Content Area = Main testing area for test	Pct Lvl-1
Students = Number of students tested	0 - 15
Avg Sco = Average Scaled Score	15.1 - 30
Pct Lvl-1 = Percentage Not Meeting Expectations	30.1 - 100
Pct Lvl-2 = Percentage Meeting Expectations	
Pct Lvl-3 = Percentage Exceeding Expectations	

Note: Keep in mind that in the above instructions the test example used is the CRCT. Therefore, the summary information displayed is based on that particular choice. You will find that the summary data will vary depending on the specific test selected and the type of data available for that test.


## Reporting

Before moving further into the data, note the summary buttons on the page.

Reporting:	print listing ►	download this data ►
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You can choose from *print listing*, or *download this data*.

- *Print listing* will allow you to access an Adobe Acrobat File that includes the testing information displayed on each screen for printing as shown in the example below.



test**Trax**  
standardized test analysis

TestTrax Report Listing - Coastal County Schools

## TESTING DETAIL

Selected District Information 10/10/2005 22:49

Grade: Third

Criterion-Referenced Test (CRCT)  
2004-05 School year  
04-01-2005 Spring Administration

CRCT Content Area	Students	Avg Sco	Pct Lvl-1	Pct Lvl-2	Pct Lvl-3
Reading Total	844	338	11.1	50.2	38.6
Language Total	842	324	18.4	64.0	17.6
Math Total	843	325	15.8	68.0	16.3
Science Total	843	314	24.8	69.6	5.6
Social Studies Total	843	323	13.5	75.2	11.3



- *Download this data* will allow you to import the information directly into Excel, PowerPoint, Access, etc. You can sort and manipulate the data or create charts and graphs or create presentations that include the data.

	A	B	C	D	E	F	G
1	TESTING DETAIL						
2	Criterion-Referenced Test (CRCT)						
3	2004-05 School year						
4	04-01-2005 Spring Administration						
5	Selected District Information						
6	Grade:	Third					
7	CRCT Content Area	Students	Avg Sco	Pct Lvl-1	Pct Lvl-2	Pct Lvl-3	
8	Reading Total	844	338	11.1	50.2	38.6	
9	Language Total	842	324	18.4	64	17.6	
10	Math Total	843	325	15.8	68	16.3	
11	Science Total	843	314	24.8	69.6	5.6	
12	Social Studies Total	843	323	13.5	75.2	11.3	
13							
14							
15							

## Navigation

Notice navigation buttons are available to move through the program. *Prior Page* will move you back one page. *Summary* will take you back to the beginning of the Summary page. *Return to explorer* will return you to the beginning of the program to the explorer screen.



Note: Navigation buttons will change as you move through the program depending on the needs of each location.

## Domain/Skills Analysis

To get to the domain/skills analysis for a specific area click on the radio button beside the domain. Let's click on Math for the example.

Sel	CRCT Content Area	Students	Avg Sco	Pct Lvl-1	Pct Lvl-2	Pct Lvl-3
<input type="radio"/>	Reading Total	844	338	11.1	50.2	38.6
<input type="radio"/>	Language Total	842	324	18.4	64.0	17.6
<input checked="" type="radio"/>	Math Total	843	325	15.8	68.0	16.3
<input type="radio"/>	Science Total	843	314	24.8	69.6	5.6
<input type="radio"/>	Social Studies Total	843	323	13.5	75.2	11.3

The domain/skills analysis page will display listing the domain areas tested and includes the information for the domain areas just as we learned about on the summary page.

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Coastal County Schools -- TestTrax Training Admin

## DOMAIN / SKILL ANALYSIS

Analysis: **Domain** Historic Peer Demographic Students

The following domain/skill information is available for the selected content area. Click the button to the left of any area below to view any additional data for that test. Detailed descriptions of the data columns can be found at the bottom of the page.

Selected Test Information		Selected District Information	
Name:	Criterion-Referenced Test (CRCT)	Index:	Spring 2005
Publisher:	Copyright State of Georgia	District:	Coastal County Schools
Test Year:	2004-05	Grade Level:	Third
Administration:	04-01-2005 Spring		
Loc-Grade:	NA		

**CRCT >> Math Total** Content Area: next previous

NA	CRCT Domain Area	Students	Avg Sco	Pct Lvl-1	Pct Lvl-2	Pct Lvl-3
	Numeration	843	329	16.4	57.1	26.6
	Geometry/Meanurement	843	329	11.6	66.5	21.8
	Patterns/Algebra	843	328	18.3	60.0	21.7
	Stats/Probability	843	322	20.5	61.8	17.7
	Computation/Estimate	843	321	20.9	61.2	17.9
	Problem Solving	843	327	27.9	34.5	37.6

Reporting: print listing download this data

Navigation: prior page main summary return to explorer

Note: There is now a Content Area navigation available that will move you from one domain/skill area to the next.

**CRCT >> Math Total** Content Area: next previous

You also have the same navigation buttons at the bottom of the screen for reporting and navigating.

## Analysis Navigation

There are several views available for analyzing data: Domain, which we have already looked at, Historic, Peer, Demographic, and Students.

For our example, let's click on *Historic* first.

Analysis: **Domain** **Historic** Peer Demographic Students

The screen that displays will show the Historic Analysis of the district for all testing years in the database for a particular test.

Note: Our example is of CRCT >> Math Total. To change domains, click on the *Content Area: Next and previous buttons*.

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**HISTORIC ANALYSIS**

Analysis: Domain ► **Historic** ► Peer ► Demographic ► Students ►

View: **chart** ► graph ►

The following historical information is available for the selected content area. Click the button to the left of any year below to view Alternate views of the data can be selected below as well. Detailed descriptions of the data columns can be found at the bottom

Selected Test Information		Selected District Information	
Name:	Criterion-Referenced Test (CRCT)	Index:	Spring 2005
Publisher:	Copyright State of Georgia	District:	Coastal County Schools
		Grade Level:	Third

**CRCT >> Math Total** Content Area: next ► previous ►

Sel	CRCT Test Year	Students	Avg Sco	Pct Lvl-1	Pct Lvl-2	Pct Lvl-3
	2001-2002	821	322	20.8	64.4	14.7
	2003-2004	851	324	14.8	71.0	14.2
	2004-2005	843	325	15.8	68.0	16.3

Reporting: print listing ► download this data ►

Navigation: prior page ► main ► summary ► return to explorer ►

**Data Column Descriptions**  
CRCT Test Year = School year of administration

**Color Key**  
Avg Sco

A new navigation tool has displayed on the Historic Analysis page. The *View* navigation as a default will display a chart of the data. If you would like to see a graph of the historical data for the domain with which you are currently working, click the link for *graph*.

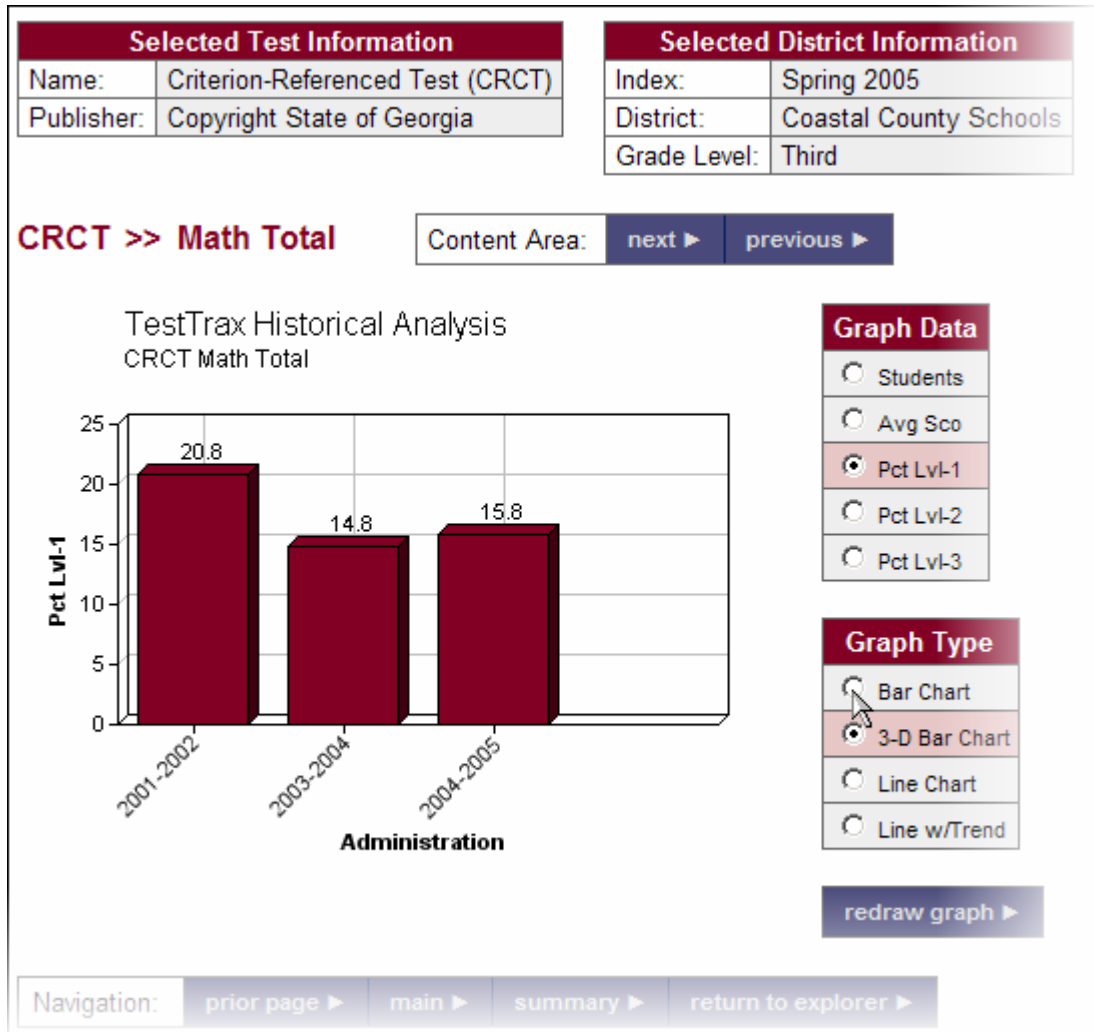
Analysis: Domain ► **Historic** ► Peer ► Demographic ► Students ►

View: **chart** ► **graph** ►

The screen now displays the CRCT >> Math Total Historical Analysis. The default view is of a 3-D Bar Chart with the Percent Level 1 selected. You can change the

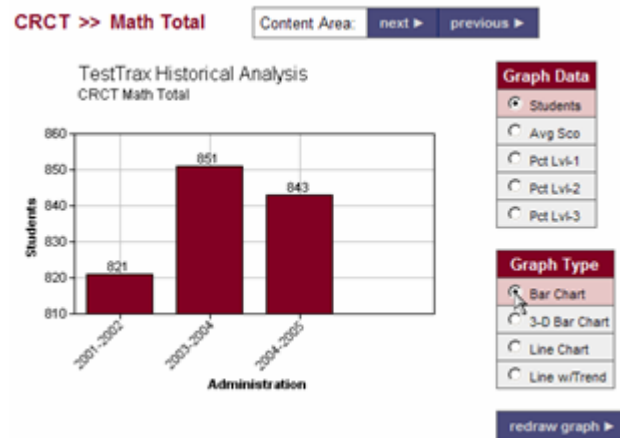
graph data to display students, average score, Pct Lvl-1, 2, or 3. You can also change the Graph Type from 3-D Bar Chart to Bar Chart, Line Chart, or Line with Trend Chart.

Take a moment to experiment with the different options. Be sure to click the redraw button once you have made your selections. Remember: You can change domains with the next and previous buttons.

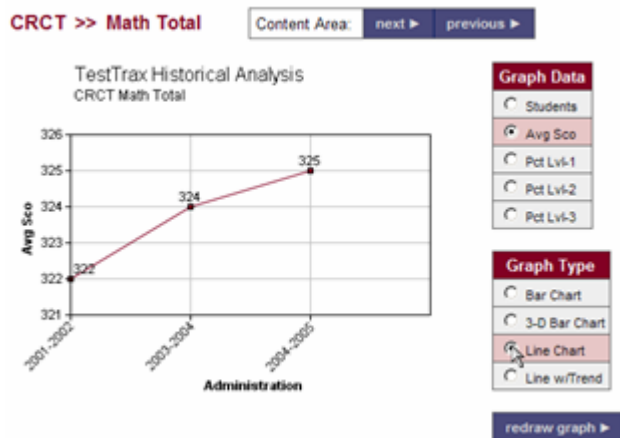


See below for a sample of each chart type using various data options.

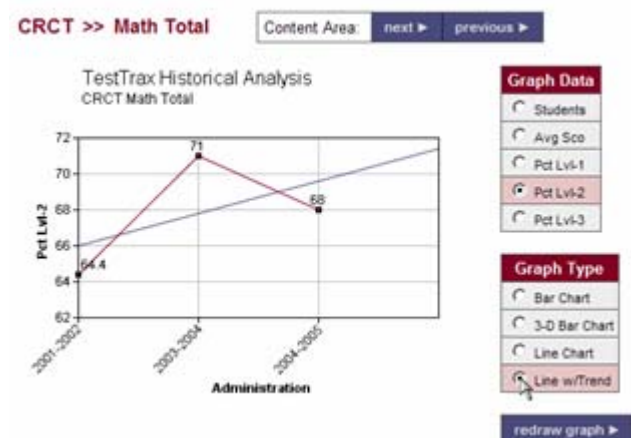
**Fig. 1**  
**Student Data with Bar Chart**



**Fig. 2**  
**Average Score with Line Chart**



**Fig. 3**  
**Percent Level 2 with Line with Trend Chart**

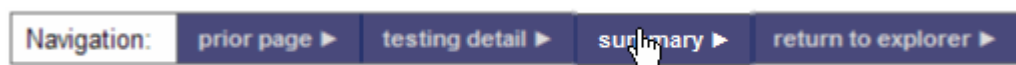


## Peer-Group Analysis

Now let's look at the *Peer-Group Analysis* button.

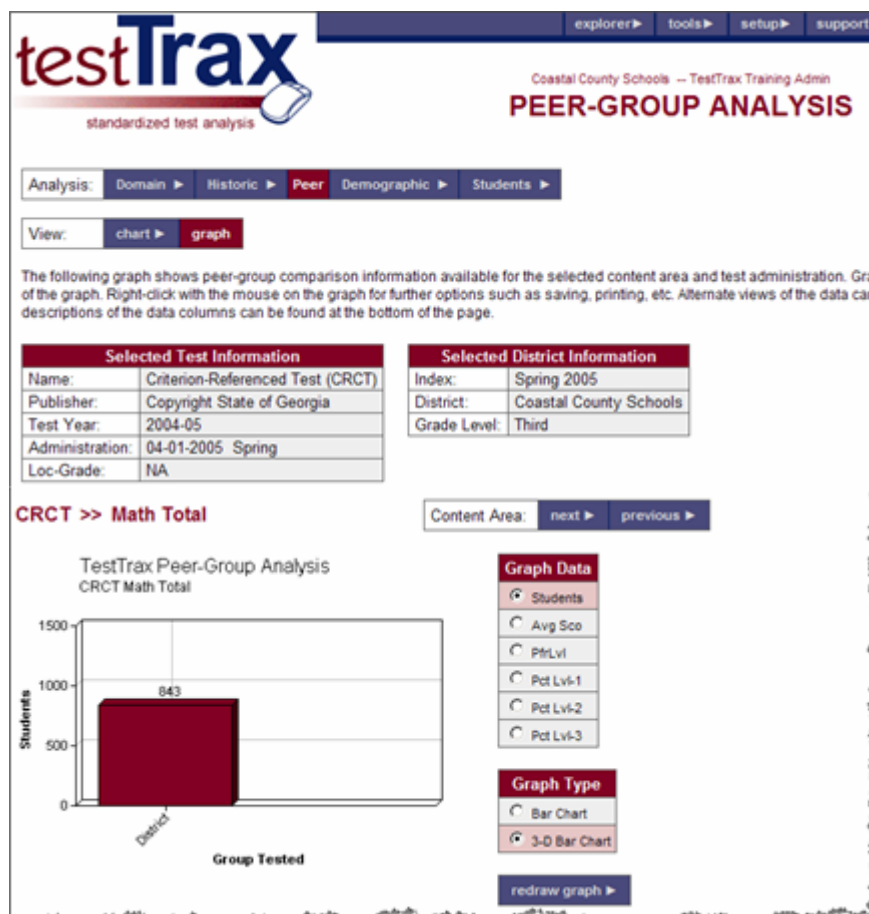
Click on the *Peer-Group Analysis* button and the screen that displays will show the comparison of students at a particular grade level in the district to other students at that same grade level for the testing year and subject you choose to work with. In the examples we have used above, we chose Math and 2004-05.

Note: If you would like to change to another year, just click the Summary Button at the bottom of the screen.



The default for this button is for a graph. The graph data is based on students and the graph is a 3-D Bar chart. Take a moment to experiment with the different choices for types of graph data and graph types. Also look at the chart option at the *View* navigation buttons

Note: Remember to click the redraw button when you make a selection.

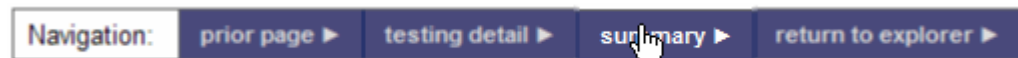


## Demographic Analysis

Now let's look at the *Demographic Analysis* button.

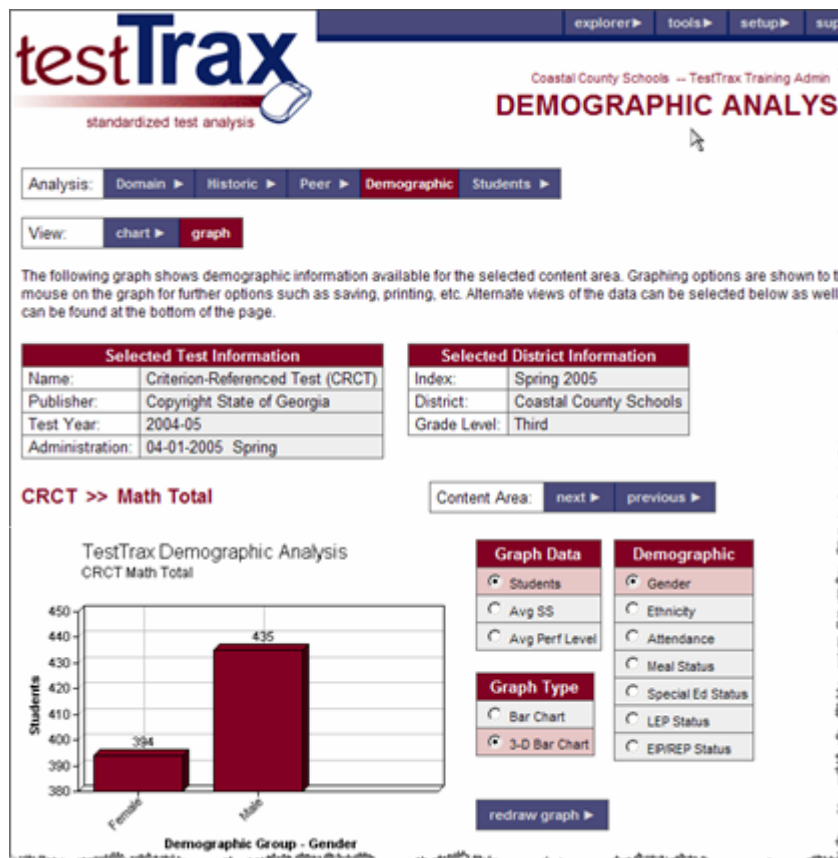
Click on the *Peer-Group Analysis* button and the screen that displays will show the graph of your selected testing year and grade level based on the demographics you choose to view. In the examples we have used above, we chose Math and 2004-05.

Note: If you would like to change to another year, just click the Summary Button at the bottom of the screen.



The default view for this button is for a graph, with the graph data based on students, demographics by gender and the graph type being 3-D Bar chart. Take a moment to experiment with the different choices for types of graph data and graph types. Also look at the chart option at the View navigation buttons

Note: Remember to click the redraw button when you make a selection.



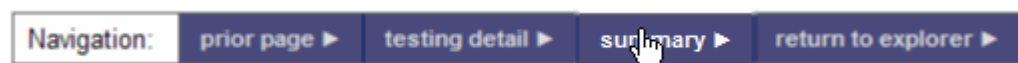


## Student Listing

Now let's look at the *Student Listing* button.

Click on the *Student Listing* button and the screen that appears will display a listing of all students in the district who took a particular test based on the year, content area and grade level you choose to view. In the examples we have used above, we chose Math, third grade and 2004-05.

Note: If you would like to change to another year, just click the Summary Button at the bottom of the screen.



The default view for this button is to sort by *Name*, but you also have the option of options.

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Coastal County Schools -- TestTrax Training Admin

**STUDENT LISTING**

Analysis: Domain > Historic > Peer > Demographic > **Students**

Sort by: **Name** > Score >

The following student listing is available for the selected content area.  
Detailed descriptions of the data columns can be found at the bottom of the page.

Selected Test Information		Selected District Information	
Name:	Criterion-Referenced Test (CRCT)	Index:	Spring 2005
Publisher:	Copyright State of Georgia	District:	Coastal County Schools
Test Year:	2004-05	Grade Level:	Third
Administration:	04-01-2005 Spring		
Loc-Grade:	NA		

**CRCT >> Math Total** Content Area: next > previous >

Std ID	Student Name	CRCT Content Area	Scaled Score	Perf Level
*5488	Adkons, Kayla	Math Total	297	1=Does Not Meet Expectations
*8054	Alfurd, Brian	Math Total	295	1=Does Not Meet Expectations
*3470	Alfurd, Bryson	Math Total	339	2=Meets Expectations
*1495	Alfurd, Henry	Math Total	357	3=Exceeds Expectations
*7861	Alfurd, Justin	Math Total	288	1=Does Not Meet Expectations
*1146	Alfurd, Vannesa	Math Total	374	3=Exceeds Expectations
*9694	Aixendir, Samantha	Math Total	367	3=Exceeds Expectations
*8713	Andirsun, Ariel	Math Total	347	2=Meets Expectations
*2838	Andirsun, Charlie	Math Total	332	2=Meets Expectations

Notice the color coding under *Scaled Score*. A color key is available at the bottom of the listing that explains the range.

Data Column Descriptions	Color Key
Std ID = District-Assigned Student ID Number	Scaled Score
Student Name = Student Name	150 - 299
CRCT Content Area = Main Testing Areas	300 - 349
Scaled Score = Scaled Score for Student	350 - 450
Perf Level = Performance Level (1,2,3)	

Note: You can press the *End* Key on your keyboard to quickly jump to the bottom of the screen and the *Home* Key to jump back to the top.



We have now reached the end of the information options that are automatically available for the *District*. We will experiment with how to use data analysis tools in a moment that will allow for you to pick specific variables and build data, but first, let's go back to the Explorer by clicking on the *explorer* button at the top of the screen.



## Searching By: Buttons

At this point we have learned to search based on the *Searching By* choice of *Test*.

Notice the other choices available. You can also search by *district alignment*, *school year*, and *name search*.



See the figures below for views of the different options.

Fig. 1

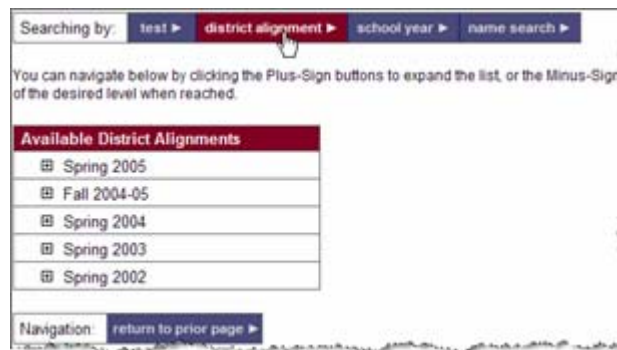


Fig. 2

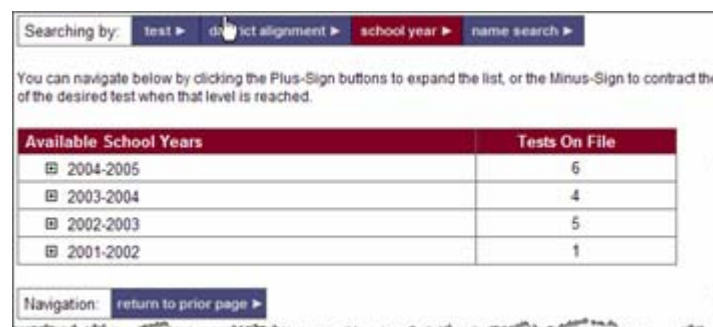


Fig. 3

Searching by: [test](#) [district alignment](#) [school year](#) [name search](#)

Enter as much of the name as is known below. Highlight and click the "Search" button to proceed.

Name (Last, First):   ☐ Student ☐ Current Index ☐ Class ☐ All Indexes

Navigation: [return to prior page](#)

Fig. 3a

Note: Sample last name of Alfurd is used below. Anna Alfurd appears for each year testing data is available

Name (Last, First):   ☐ Student ☐ Current Index ☐ Class ☐ All Indexes

To view individual test analysis click the button to the left of the desired name.

Student Name	ID Num	Index Alignment	School	Grade
<input type="radio"/> Alfurd, Abigail	*** 2927	Spring 2002	Skylark Elementary	05
<input type="radio"/> Alfurd, Amanda	*** 1867	Fall 2004-05	Lansing High	09
<input type="radio"/> Alfurd, Angela	*** 6186	Spring 2003	Lansing High	12
<input type="radio"/> Alfurd, Angela	*** 6186	Spring 2002	Lansing High	11
<input type="radio"/> Alfurd, Anna	*** 1737	Spring 2004	Rosewood Elementary	05
<input type="radio"/> Alfurd, Anna	*** 1737	Spring 2003	Rosewood Elementary	04
<input type="radio"/> Alfurd, Anna	*** 1737	Spring 2002	Rosewood Elementary	03
<input type="radio"/> Alfurd, Antron	*** 0901	Spring 2005	Keystone Elementary	05
<input type="radio"/> Alfurd, Antron	*** 0901	Fall 2004-05	Keystone Elementary	05
<input type="radio"/> Alfurd, Antron	*** 0901	Spring 2004	Keystone Elementary	04

## Exploring by Divisions

Now that you have learned to navigate through the program and gained an understanding of how the navigation buttons work and what features are available, let's look at another choice on the *Explorer* screen. This button is *Divisions*. Navigate back to the *Explorer* screen by clicking on the *Explorer* button at the top of the screen.



Click on the Criterion-Referenced Test for the choice for our example.

You can navigate below by clicking the Plus-Sign buttons to expand the list, or the Minus-Sign to contract of the desired test when that level is reached.

Available Tests	Test Years
<input checked="" type="checkbox"/> Criterion-Referenced Test (CRCT)	2002-2005
<input checked="" type="checkbox"/> High School Graduation Test	2003-2005
<input checked="" type="checkbox"/> High School Writing Test	2003-2005
<input checked="" type="checkbox"/> Iowa Test of Basic Skills - FALL	2004
<input checked="" type="checkbox"/> Writing Assessment Grade 5 (WRT-5)	2003-2005
<input checked="" type="checkbox"/> Writing Assessment Grade 8 (WRT-8)	2003-2005

Navigation: [return to prior page](#)

Click on *Divisions*.

testTrax standardized test analysis

Coastal County Schools -- TestTrax Training

# EXPLORER

testTrax provides a variety of methods for finding testing information for analysis. First, select from the search options: the mouse. Searching by test is the default. The page will automatically refresh if you select a different option.

Searching by: [test](#) [district alignment](#) [school year](#) [name search](#)

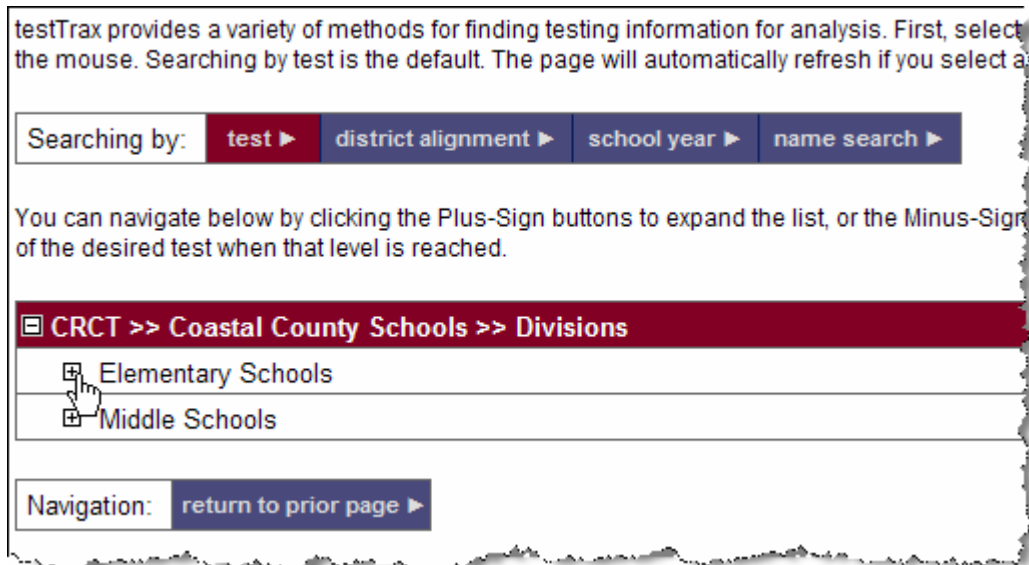
You can navigate below by clicking the Plus-Sign buttons to expand the list, or the Minus-Sign to contract the list. To of the desired test when that level is reached.

<input checked="" type="checkbox"/> CRCT >> Coastal County Schools
<input checked="" type="checkbox"/> District Grade-Level Profiles
<input checked="" type="checkbox"/> Divisions

Navigation: [return to prior page](#)

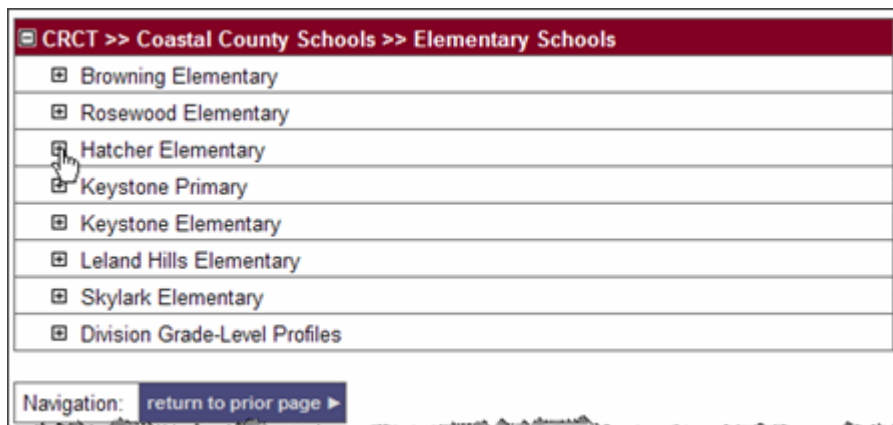
You have a choice of elementary or middle school with which to work. For our example, let's choose elementary.

Note: Because we chose the Criterion Referenced Test for our example, you will only see a choice of elementary and middle schools.



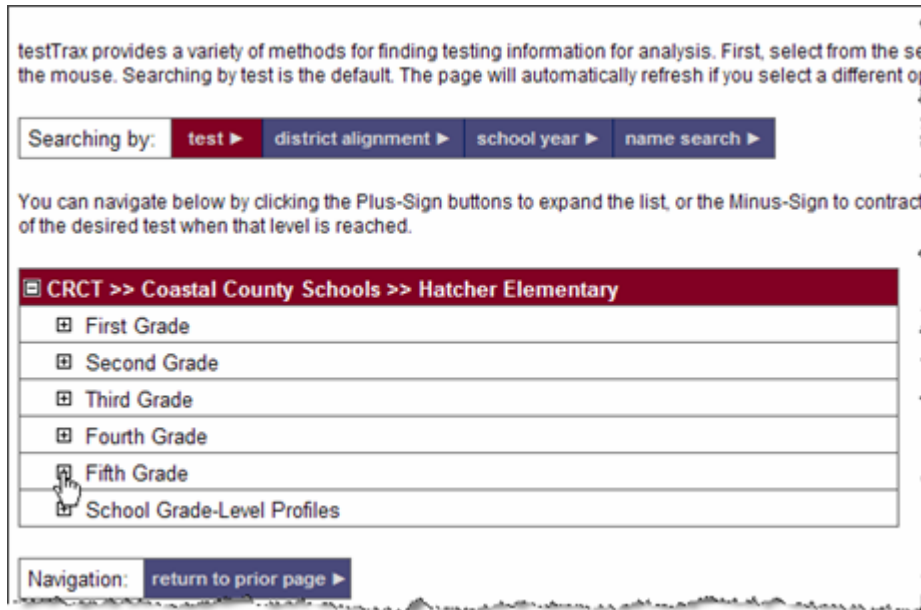
Now you will see a listing of all schools in the district. Let's choose Hatcher Elementary School.

Note: At the bottom of the elementary school listing you will see Division Grade-Level Profiles. By clicking here you will be able to view data about all schools within a certain division, such as elementary, middle, or high.

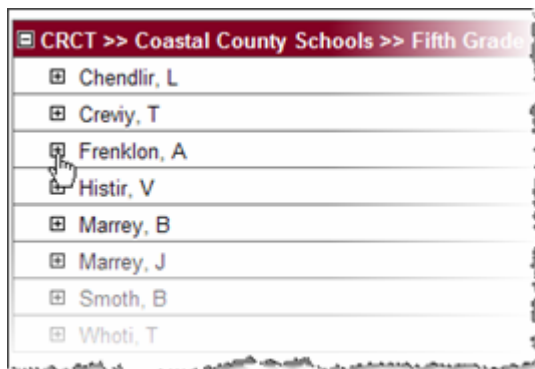


Let's select fifth grade.

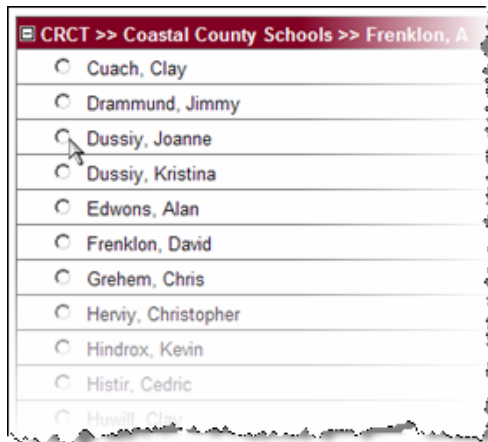
Note: At the bottom of the Grade Level listing you will see School Grade-Level Profiles. By clicking here you will be able to view data about each individual grade level for that school



Now you should see a listing of all of the teachers at Hatcher elementary school who teach the fifth grade. Let's choose Frenklon, A.



The screen now displays all students in Teacher A Frenklon's class. Click on Dussiy, Joanne.



## Testing Summary

The screen now displays the testing summary for student Joanne Dussiy including her student information, demographics, and the school years she has been tested.

Click to select the school year 2004-05

[explorer▶](#)
[tools▶](#)
[setup▶](#)
[support▶](#)

Coastal County Schools -- TestTrax Training Admin  
**TESTING SUMMARY**

The following information is available in the testTrax database. Click the button to the left of any test below to view the detailed data using the options in the box below.

Selected Student Information	
Index:	Spring 2005
District:	Coastal County Schools
Location:	Hatcher Elementary
Class:	Frenklon, A
Student:	Dussiy, Joanne
Birthdate:	05-01-1994
Grade Level:	Fifth

Selected Student Demographics	
Gender:	Female
Ethnicity:	Multi-Ethnic
Attendance:	06-10 Absences
Meal Status:	Free Meals
Special Ed Status:	Non-SpEd
LEP Status:	Non-LEP
EIP/REP Status:	Non-EIP/REP

Sort this List		
Up	Column	Dn
<input type="radio"/>	School Year	<input checked="" type="radio"/>
<input type="radio"/>	Test	<input type="radio"/>

Sel	Sch Year	Test	Date	Loc-Gr	Summary Information		
	2004-05	CRCT	04-01-05	HES 05	SCORE Reading: 329 Science: 285	SCORE Lang Arts: 311 Soc Stud: 306	SCORE Math: 336
<input type="radio"/>	2003-04	CRCT	03-20-04	HES 04	SCORE Reading: 318 Science: 289	SCORE Lang Arts: 333 Soc Stud: 306	SCORE Math: 300

Navigation:

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Click on the school year 2004-05

The screen now displays Joanne Dussiy's test information, student information and her scaled score for each content area including is she met, did not meet, or exceeded the benchmark set by the school system.

Now click on the science Content Area.

**testTrax** standardized test analysis

Coastal County Schools -- TestTrax Training Admin

## TESTING DETAIL

The following information is available in the testTrax database. Click the button to the left of any testing area below to view the descriptions of the data columns can be found at the bottom of the page.

Selected Test Information	
Name:	Criterion-Referenced Test (CRCT)
Publisher:	Copyright State of Georgia
Test Year:	2004-05
Administration:	04-01-2005 Spring
Loc-Grade:	HES 05

Selected Student Information	
Index:	Spring 2005
District:	Coastal County Schools
Location:	Hatcher Elementary
Class:	Frenklon, A
Student:	Dussiy, Joanne
Birthdate:	05-01-1994
Grade Level:	Fifth

Sel	CRCT Content Area	Scaled Score	Perf Level
<input type="radio"/>	Reading Total	329	2 - Meets Expectations
<input type="radio"/>	Language Total	311	2 - Meets Expectations
<input type="radio"/>	Math Total	336	2 - Meets Expectations
<input type="radio"/>	Science Total	285	1 - Does Not Meet Expectations
<input type="radio"/>	Social Studies Total	306	2 - Meets Expectations

Reporting: [print listing](#) [download this data](#)

Navigation: [prior page](#) [summary](#) [return to explorer](#)


Data Column Descriptions	Benchmarks
CRCT Content Area = Main Testing Areas	Scaled Score
Scaled Score = Scaled Score for Student	150 - 299
Perf Level = Performance Level (1,2,3)	300 - 349
	350 - 450

Note: You can choose to get a printed report of the data displayed on the screen, or you can choose to down load the data into Excel as explained earlier in the manual.

You are now viewing the Domain/Skill Analysis data. You will find the test information, student information and each Science Domain Area for Joanne Dussiy. The Scaled Score and performance level for each domain is also listed.



Note: You can use the next and previous buttons to move between the content areas. The *Print listing* and *download this data option* is also available.



[explorer▶](#)
[tools▶](#)
[setup▶](#)
[support▶](#)

Coastal County Schools -- TestTrax Training Admin  
**DOMAIN / SKILL ANALYSIS**

Analysis: **Domain** [Historic ▶](#) [Peer ▶](#)

The following domain/skill information is available for the selected content area. Click the button to the left of any area below to view a Detailed descriptions of the data columns can be found at the bottom of the page.

Selected Test Information	
Name:	Criterion-Referenced Test (CRCT)
Publisher:	Copyright State of Georgia
Test Year:	2004-05
Administration:	04-01-2005 Spring
Loc-Grade:	HES 05

Selected Student Information	
Index:	Spring 2005
District:	Coastal County Schools
Location:	Hatcher Elementary
Class:	Frenklon, A
Student:	Dussiy, Joanne
Birthdate:	05-01-1994
Grade Level:	Fifth

**CRCT >> Science Total**

Content Area: [next ▶](#) [previous ▶](#)

Std	CRCT Domain Area	Scaled Score	Perf Level
C	Earth Science	311	2
C	Inquiry	272	1
C	Life Science	279	1
C	Physical Science	265	1

Reporting: [print listing ▶](#) [download this data ▶](#)

Navigation: [prior page ▶](#) [testing detail ▶](#) [summary ▶](#) [return to explorer ▶](#)

Data Column Descriptions

Color Key



Let's select Physical Science. You will now see a student listing displayed that shows how Joanne Dussiy scored in comparison to all of the students in A Frenklon's class.

**STUDENT LISTING**

standardized test analysis

Analysis: Domain | Historic | Peer

Sort by: Name | Score

The following student listing is available for the selected content area.  
Detailed descriptions of the data columns can be found at the bottom of the page.

Selected Test Information		Selected Student Information	
Name:	Criterion-Referenced Test (CRCT)	Index:	Spring 2005
Publisher:	Copyright State of Georgia	District:	Coastal County Schools
Test Year:	2004-05	Location:	Hatcher Elementary
Administration:	04-01-2005 Spring	Class:	Frenklon, A
Loc-Grade:	HES 05	Student:	Dussiy, Joanne
		Birthdate:	05-01-1994
		Grade Level:	Fifth

**CRCT >> Science Total**

Std ID	Student Name	CRCT Domain Area	Scaled Score	Perf Level
***8702	Cush, Clay	Physical Science	331	2
***6222	Draughton, Jimmy	Physical Science	303	2
***1099	Dussiy, Joanne	Physical Science	265	1
***3178	Dussiy, Kristina	Physical Science	287	1
***7658	Edwons, Alan	Physical Science	331	2
***5502	Frenklon, David	Physical Science	303	2
***9732	Grehem, Chris	Physical Science	317	2
***4713	Henvy, Christopher	Physical Science	310	2
***2311	Hindrox, Kevin	Physical Science	331	2
***2433	Huwill, Clay	Physical Science	303	2
***6953	Mirrott, Vannesa	Physical Science	310	2

Note: *Print listing* and *Download this data* options are available. Also, the *Historic*, *Peer Analysis*, *Chart* and *Graph* options are also available. These options are explained in the previous section.

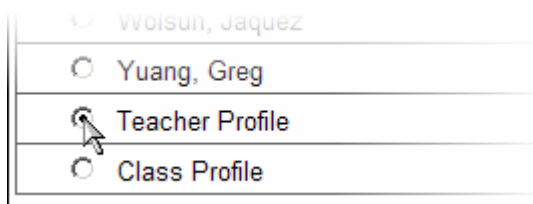
Now that you have completed an example covering the information available for student data, click the explorer button and return to the Explorer screen for teacher A Frenklon and we will look at teacher and class profile data.

## Teacher and Class Profiles

Now that you are back at the Explorer screen, you see once again all of the students in A Frenklon's class displayed.

Scroll to the bottom of the class list and locate the *Teacher* and *Class* Profiles.

Let's begin by clicking on the radio button beside *Teacher Profile*.



Once again you will see the testing data displayed, but this time it is based on the students that teacher A Frenklon has taught over the years. It includes present and historical test data.

Let's click to select the 2001-02 school year.

The following information is available in the testTrax database. Click the button to the left of any testing descriptions of the data columns can be found at the bottom of the page.

Selected Test Information				Selected Teacher Information			
Name:	Criterion-Referenced Test (CRCT)			Index:	Spring 2005		
Publisher:	Copyright State of Georgia			District:	Coastal County Schools		
Test Year:	2001-02			Location:	Hatcher Elementary		
Administration:	03-20-2002 Spring			Teacher:	Frenklon, A		
Loc-Grade:	GRD 05						

Sel	CRCT Content Area	Students	Avg Sco	Pct Lvl-1	Pct Lvl-2	Pct Lvl-3
<input type="radio"/>	Reading Total	28	329	14.3	64.3	21.4
<input type="radio"/>	Language Total	28	318	25.0	67.9	7.1
<input type="radio"/>	Math Total	28	312	25.0	71.4	3.6
<input type="radio"/>	Science Total	28	318	10.7	89.3	0.0
<input type="radio"/>	Social Studies Total	28	314	35.7	60.7	3.6

Reporting: [print listing](#) [download this data](#)

Navigation: [prior page](#) [summary](#) [return to explorer](#)

Data Column Descriptions	Benchmarks
CRCT Content Area = Main testing area for test	Pct Lvl-1
Students = Number of students tested	0 - 15
Avg Sco = Average Scaled Score	15.1 - 30
Pct Lvl-1 = Percentage Not Meeting Expectations	30.1 - 100
Pct Lvl-2 = Percentage Meeting Expectations	
Pct Lvl-3 = Percentage Exceeding Expectations	

This Testing Detail screen now displays the selected test information, selected teacher information, the tested content areas, number of students tested, average score, and the percent that does not meet, meets, and/or exceeds expectations or benchmarks set by the school district.

Note: *Data column descriptions* and *benchmarks* are listed at the bottom of the screen to assist in analyzing the data.

Click to select Math Totals. The screen that displays breaks the Content area into the tested domains.

Select Numeration.

Selected Test Information		Selected Teacher Information	
Name:	Criterion-Referenced Test (CRCT)	Index:	Spring 2005
Publisher:	Copyright State of Georgia	District:	Coastal County Schools
Test Year:	2001-02	Location:	Hatcher Elementary
Administration:	03-20-2002 Spring	Teacher:	Frenklon, A
Loc-Grade:	GRD 05		

**CRCT >> Math Total** Content Area: [next >](#) [previous >](#)

Std	CRCT Domain Area	Students	Avg Sco	Pct Lvl-1	Pct Lvl-2	Pct Lvl-3
	Numeration	28	316	17.9	82.1	0.0
	Geometry/Measurement	28	311	32.1	64.3	3.6
	Patterns/Algebra	28	314	35.7	64.3	0.0
	Stats/Probability	28	302	42.9	50.0	7.1
	Computation/Estimate	28	314	35.7	57.1	7.1
	Problem Solving	28	314	32.1	50.0	17.9

Reporting: [print listing >](#) [download this data >](#)

Navigation: [prior page >](#) [testing detail >](#) [summary >](#) [return to explorer >](#)

Data Column Descriptions	Color Key
CRCT Domain Area = Domain for selected test area	Pct Lvl-1
Students = Number of students tested	0 - 15
Avg Sco = Average Scaled Score	15.1 - 30
Pct Lvl-1 = Percentage Not Meeting Expectations	30.1 - 100
Pct Lvl-2 = Percentage Meeting Expectations	
Pct Lvl-3 = Percentage Exceeding Expectations	

Note: The buttons area available at the top to look at various data analysis and to sort by name and score

Analysis: [Domain >](#) [Historic >](#) [Peer >](#) [Demographic >](#) **[Students >](#)**

Sort by: **[Name >](#)** [Score >](#)

Now that you have explored the Teacher Profile, lets look at the Class Profile. At the top of the screen, click on the *Explorer* button.

**[explorer >](#)** [tools >](#) [setup >](#) [support >](#) [main >](#) [logout >](#)

Let,s get back to teacher A Frenklon's data. Click on Criterion Referenced Test, Division, Elementary Schools, Hatcher, Fifth Grade, Frenklon A. Now scroll to the bottom of the list and click on Class Profile.

☐ Wolloemsun, Darrell  
☐ Wolsun, Jaquez  
☐ Yuang, Greg  
☐ Teacher Profile  
☒ Class Profile

Navigation: [return to prior page](#)

Once you click on Class Profile, a screen displays the selected classroom information, the years teacher A Frenklons students took tests, summary information for the content areas tested including class scores.

The following information is available in the testTrax database. Click the button to the left of using the options in the box below.

Selected Classroom Information					Sort this List		
Index:	Spring 2005				Up	Column	Dn
District:	Coastal County Schools				<input type="radio"/>	School Year	<input checked="" type="radio"/>
Location:	Hatcher Elementary				<input type="radio"/>	Test	<input type="radio"/>
Class:	Frenklon, A						
Grade Level:	Fifth						

Sel	Sch Year	Test	Date	Loc-Gr	Summary Information		
<input type="radio"/>	2004-05	CRCT	04-01-05	-----	SCORE Reading: 326 Science: 313	SCORE Lang Arts: 316 Soc Stud: 314	SCORE Math: 327
<input type="radio"/>	2003-04	CRCT	04-01-04	-----	SCORE Reading: 321 Science: 309	SCORE Lang Arts: 318 Soc Stud: 310	SCORE Math: 303
<input type="radio"/>	2001-02	CRCT	04-01-02	-----	SCORE Reading: 330	SCORE Lang Arts: 322	SCORE Math: 331

Navigation: [prior page](#) [return to explorer](#)

Click on 2004-05 and again you will find displayed the selected test information, classroom information, tested CRCT content area, number of students tested, average score and Percent level the class scored at for each content area .

The following information is available in the testTrax database. Click the button to the left of any testing and descriptions of the data columns can be found at the bottom of the page.

Selected Test Information		Selected Classroom Information	
Name:	Criterion-Referenced Test (CRCT)	Index:	Spring 2005
Publisher:	Copyright State of Georgia	District:	Coastal County Schools
Test Year:	2004-05	Location:	Hatcher Elementary
Administration:	04-01-2005 Spring	Class:	Frenklon, A
Loc-Grade:	NA	Grade Level:	Fifth

Sel	CRCT Content Area	Students	Avg Sco	Pct Lvl-1	Pct Lvl-2	Pct Lvl-3
<input type="radio"/>	Reading Total	25	326	12.0	68.0	20.0
<input type="radio"/>	Language Total	25	316	12.0	84.0	4.0
<input type="radio"/>	Math Total	25	327	0.0	88.0	12.0
<input type="radio"/>	Science Total	25	313	20.0	80.0	0.0
<input type="radio"/>	Social Studies Total	25	314	24.0	76.0	0.0

Reporting:	<a href="#">print listing ►</a>	<a href="#">download this data ►</a>
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Navigation:	<a href="#">prior page ►</a>	<a href="#">summary ►</a>	<a href="#">return to explorer ►</a>
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Data Column Descriptions	Benchmarks
CRCT Content Area = Main testing area for test	Pct Lvl-1
Students = Number of students tested	0 - 15
Avg Sco = Average Scaled Score	15.1 - 30
Pct Lvl-1 = Percentage Not Meeting Expectations	30.1 - 100
Pct Lvl-2 = Percentage Meeting Expectations	
Pct Lvl-3 = Percentage Exceeding Expectations	

## Click on Reading Total

Analysis: **Domain** Historic ► Peer ► Demographic ► Students ►

The following domain/skill information is available for the selected content area. Click the button to the left of Detailed descriptions of the data columns can be found at the bottom of the page.

Selected Test Information		Selected Classroom Information	
Name:	Criterion-Referenced Test (CRCT)	Index:	Spring 2005
Publisher:	Copyright State of Georgia	District:	Coastal County Schools
Test Year:	2004-05	Location:	Hatcher Elementary
Administration:	04-01-2005 Spring	Class:	Frenklon, A
Loc-Grade:	NA	Grade Level:	Fifth

**CRCT >> Reading Total** Content Area: next ► previous ►

Std	CRCT Domain Area	Students	Avg Sco	Pct Lvl-1	Pct Lvl-2	Pct Lvl-3
C	Vocab Improvement	25	323	32.0	44.0	24.0
C	Locate/Recall Inform	25	326	28.0	44.0	28.0
C	Meaning	25	336	4.0	56.0	40.0
C	Critical Analysis	25	324	28.0	60.0	12.0

Reporting: print listing ► download this data ►

Navigation: prior page ► testing detail ► summary ► return to explorer ►

Data Column Descriptions	Color Key
CRCT Domain Area = Domain for selected test area	Pct Lvl-1
Students = Number of students tested	0 - 15
Avg Sco = Average Scaled Score	

The domain testing data is displayed. Click on the Critical Analysis Domain. The testing data now displays all students in teacher A Frenklon's class with corresponding scaled score and performance level.

Selected Test Information		Selected Classroom Information	
Name:	Criterion-Referenced Test (CRCT)	Index:	Spring 2005
Publisher:	Copyright State of Georgia	District:	Coastal County Schools
Test Year:	2004-05	Location:	Hatcher Elementary
Administration:	04-01-2005 Spring	Class:	Frenklon, A
Loc-Grade:	NA	Grade Level:	Fifth

**CRCT >> Reading Total**

Std ID	Student Name	CRCT Domain Area	Scaled Score	Perf Level
***8702	Cuach, Clay	Critical Analysis	349	2
***6222	Drammund, Jimmy	Critical Analysis	296	1
***1099	Dussiy, Joanne	Critical Analysis	336	2
***3178	Dussiy, Kristina	Critical Analysis	286	1
***7658	Edwons, Alan	Critical Analysis	336	2
***5502	Frenklon, David	Critical Analysis	296	1
***9732	Grehem, Chris	Critical Analysis	325	2
***4713	Henvy, Christopher	Critical Analysis	325	2
***2311	Hindrox, Kevin	Critical Analysis	391	3
***2433	Huwill, Clay	Critical Analysis	296	1
***6953	Mirrott, Vannesa	Critical Analysis	325	2
***5359	Pristun, Kevin	Critical Analysis	365	3
***0749	Rovirs, Russell	Critical Analysis	306	2

Note: The analysis, sorting, reporting and navigation tools are all available for manipulating data.

## testTrax Data Tools

Now that you have learned to use the *testTrax explorer* tool. Let's look at the *testTrax Data Tools*. Click on the *main* button at the top of the screen to navigate back to the Welcome screen and the Data Tool. Click on *testTrax data tools*.



**welcome to testTrax...**

Logged in as: **TestTrax Training Admin**  
 Authority level: **testTrax Administrator**  
 Last login: **11/25/2005 6:41:28 PM**

**please select from the following...**

- testTrax explorer**  
 navigate within the database by school year, grade level, test, and name.
- testTrax data tools**  
 perform data analysis tasks and create custom reports over your database.
- testTrax setup**  
 specify system and test-level defaults used by the program, and maintain authorized user accounts.
- testTrax help and support**  
 how to find online resources and contact our technical and support staff when you need additional assistance.
- logout**  
 log out of the database and return to the testTrax home page.



The next screen will display the data tools available with an explanation of how they work.

Click on the testTrax tool that you are wanting to use follow the on-screen instructions to create specialized reports.

**please select from the following...**

**testTrax query and report writing tool**  
 produce a detailed student listing based on a variety of variables that you define, including test components, performance levels, demographics, etc. A simple set of questions will be asked to guide you through the steps. The resulting list can be easily printed in Adobe PDF format or downloaded to your computer for additional analysis.

**testTrax comparative data analysis and migration tool**  
 select various testing components and demographic variables and view information using a "drill-down" approach, starting at the district-level and continuing down to a particular classroom. This allows easy comparison of test results among schools, classes, etc. at these levels. Access is regulated according to your security level. By matching student alignments with previous test data, snapshots of in-coming students who have taken tests in the prior school year at a different schools can be studied. The resulting information can be easily printed in Adobe PDF format or downloaded to your computer for additional analysis.

**testTrax accountability and AYP analysis tool**  
 view test scoring information based on both the student alignment version selected and the demographic flags provided by your district. Since the NCLB/AYP requirements are geared towards specific demographic groupings, the results are displayed in a similar manner. Listings of students who do not meet the district-defined objectives can be generated and/or printed for targeted remediation.

**testTrax gap analysis tool**  
 This tool provides a method for comparing historical trends between two demographic groupings of students. A custom graph is generated showing how the "gap" between the groups is changing over time. An easy-to-use wizard will guide you through the generation process.

**testTrax custom tools**  
 many of the tools within testTrax have been custom-written and developed for specific needs within a particular school district. If available, these specialized reports will be found here.

**logout**  
 log out of the database and return to the testTrax home page.